

October 2012						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 Normal DW refresh	2 CBS open for FY2013 Business LABOR: Reverse Final Month-end Estimate Normal DW refresh	3 LABOR: PP19 Normal DW refresh	4 LABOR: PP19 SURCHARGES Normal DW refresh	5 Normal DW refresh	6 GL: Re-Open GL for EDA Normal DW refresh
7 Normal DW refresh	8 HOLIDAY Normal DW refresh	9 Normal DW refresh	10 Normal DW refresh	11 Normal DW refresh	12 Normal DW refresh	13 Normal DW refresh
14 Normal DW refresh	15 LABOR: PP20A Normal DW refresh	16 LABOR: PP20A SURCHARGES GL: Update AR Trial Table Normal DW refresh	17 LABOR: PP20B Normal DW refresh	18 LABOR: PP20B SURCHARGES Normal DW refresh	19 LABOR: Month-end Estimate SURCHARGES Normal DW refresh	20 Normal DW refresh
21 Normal DW refresh	22 Normal DW refresh	23 Normal DW refresh	24 Normal DW refresh	25 LABOR: NOAA Corps Normal DW refresh	26 DISBURSEMENTS: Last run for OCT SLTs SLTs to be approved for OCT are due to FMB by 4:00 pm ET Normal DW refresh	27 Normal DW refresh
28 Normal DW refresh	29 LABOR: PP21 CA O/U Reversal – Part C Normal DW refresh	30 LABOR: PP21 SURCHARGES SLTs 12:00 NOON ET Final Approval CA SURCHARGES processed prior to the “Tier ONE” closing Normal DW refresh	31 CFS G/L MONTH- END PRELIM CLOSING 7:00 AM ET Close PR,PO and AP. WIP process. 12:00 NOON ET Close all other modules Normal DW refresh			

7 AM

The following modules will be placed in **PRELIMINARY** close for the **October 2012 General Ledger**

PR	– Purchase Requisitions	(Commitments)
PO	– Purchase Orders	(Obligations, etc.)
AP	– Accounts Payable	(Invoices and Receiving Tickets, etc.)

Please note: AR is open for WIP only. No other AR transactions.

8:00 AM ET: AP may begin working on November 2012 transactions.

12 noon

The following modules will be placed in **PRELIMINARY** close for the **October 2012 General Ledger**

BE	– Budget Execution	(Resources, Apportionments, Allotments, BOPs. (Eg. FM060)
	NOTE: Month end G/L closing process does NOT prohibit end users from entering BOPs.	
AR	– Accounts Receivable	
ALLOC	– Cost Accumulation/Allocation	(Surcharges, etc.)
	<i>The Cost Accumulation Over/Under (CA O/U) process will not run this month.</i>	
GJ	– General Journal	(GJs may be entered until 12 noon)
GL	– General Ledger	